

Workforce Partnership of Greater Rhode Island

Executive Committee

February 7, 2012

Present: Steven Kitchin, Paul Harden, Gip Cabral, Joseph Oakes, Joseph DiPina, Paul Ouellette, Robin Ann Smith

Staff: Christine Grieco, Kara Aniballi, Diane Vendetti, Carlos Ribeiro

Welcome

Chair Steven Kitchin called the meeting to order at 1:05pm and requested the Committee review the minutes from the January 3, 2012 meeting.

VOTE: Robin Ann Smith made a motion to accept the minutes of January 3, 2012 with the amended correction of the spelling of Donna Gouveia's name. Paul Harden seconded the motion as amended. The motion passed unanimously.

Chairman's Report

Chair Kitchin stated he did not have much to report and moved to the next item on the agenda.

Executive Director's Report

Executive Director Christine Grieco stated March's Executive Committee and Board of Directors meeting will have to be

re-scheduled due to a conflict with the NAWB conference that Chairman Kitchin, Vice Chair Ouellette, and Diane Vendetti will be attending.

The Executive Committee meeting has been moved to March 15, 2012 and the Board of Directors meeting has been moved to March 20, 2012.

Revised FY12 WIA Budget

Joseph DiPina, Chair of the Finance Committee presented FY12 revised WIA budget. The allocation for Adult and Dislocated Worker funds are adjusted to reflect the 1.5% rescission in funding.

VOTE: Joseph DiPina made a motion to recommend approval of the revised FY12 WIA Budget. Joe Oakes seconded the motion. The motion passed unanimously.

Termination of Corporate 401K Plan

Joseph DiPina requested the Committee vote on recommending to the Board of Directors to close WPGRI's Corporate 401K Plan effective February 14, 2012. Former employees have been notified and have moved their money elsewhere, except one. A certified letter has been sent to this individual.

VOTE: Joseph DiPina made a motion to recommend the Board of Directors approve closing WPGRI's 401K Plan. Joseph Oakes

seconded the motion. The motion passed unanimously.

Board Candidates

Paul Ouellette, Chair of the Board Development Committee presented Mark Mancinho's resume to the Committee. Mark was recommended by the President of RI AFL-CIO, George Nee. He will represent one of the two mandated union seats.

Paul Ouellette proceeded to present Jay Visnjic resume to the Committee. Jay is the General Manager of the Warwick Hampton Inn & Suites. He will represent the Hospitality Industry on the Board.

VOTE: Paul Ouellette made a motion to submit Mark Mancinho's and Jay Visnjic's resumes to the Board of Directors. Joseph DiPina seconded the motion. The motion passed unanimously.

Strategic Plan

Paul Harden, Chair of the Strategic Development Committee stated he had received one report from the Strategic Retreat Ad-Hoc Committees. There were three Ad-Hoc Committees. He stated the Ad-hoc Committees will be required to report out on the work that has been done since September's Strategic Retreat at February 17, 2012 Strategic Development Committee.

Youth Council Members

Gip Cabral, Chair of the Youth Council presented Craig Baker and

Michelle Brophy's resume to the Board for approval to be members of the Youth Council.

VOTE: Gip Cabral made a motion to submit Michelle Brophy's and Craig Baker's resumes to the Board of Directors. Joseph Oakes seconded the motion. The motion passed unanimously.

Committee Reports

Board Development

There was no new business to report

Quality Assurance

Joseph Oakes stated the February 28, 2012 Quality Assurance meeting will be cancelled. The next Quality Assurance meeting will be March 27, 2012.

Strategic Development

Paul Harden stated he would be discussing the Incumbent Worker Training grant at February 17, 2012 Strategic Development meeting.

Finance Committee

There was no new business to discuss.

Youth Council

Gip Cabral stated the Youth Council had meet earlier this morning and voted on PY12 JDF and WIA funding. This item will be brought to

the March Executive Committee meeting for discussion and a vote.

New Business

Executive Session

Chair Kitchen requested a motion to close the Executive Committee meeting and convene in an Executive Session to discuss matters of personnel.

VOTE: Paul Ouellette made a motion to enter into Executive Session. Gip Cabral seconded the motion. The motion passed unanimously.

At approximately 2:00 pm, the Executive Committee entered into Executive Session which was held in conference room 73-2 at the RI Department of Labor & Training. The following denotes the attendance of the Executive Committee members: Steve Kitchen, Paul Harden, Gip Cabral, Joe Oakes, Joe DiPina and Paul Ouellette. Christine Grieco from the WPGRI staff was also in attendance.

During Executive session a discussion took place as to who would become the Interim Executive Director during the Executive Director's medical leave.

VOTE: A motion was made by Paul Harden and seconded by Joe Oakes to recommend to the Board of Directors that Diane Vendetti, current Coordinator for the WPGRI will become the Interim Director during the Executive Director's leave. The motion passed

unanimously.

VOTE: A motion was made by Joe DiPina and seconded by Paul Ouellette to reconvene the Executive Committee into the public session. The motion passed unanimously.

VOTE: A motion was made to adjourn the meeting by Paul Ouellette and seconded by Joe DiPina at 2:30 p.m. The motion passed unanimously.

**Respectfully submitted,
Kara Aniballi**